

NOTICE

Important instructions for printing forms that you will be submitting to the TSP Service Office:

To print a form, select a form below by clicking on it. Select **File** from the menu at the top of your computer screen and then select **Print**. Once a dialog box appears, de-select (uncheck) the "**Shrink oversized pages to paper size.**" Then click **OK**.

(Adobe Acrobat shrinks an oversized PDF form to fit the page when it prints. TSP scanning equipment that is used to read the form cannot read this smaller image. This may delay the processing of your form because it requires that your form be processed manually. However, you can correct this problem by following this procedure.)

Print these forms on **white paper**. Colored paper may prevent forms from being processed properly, which may delay fulfilling your request.



THRIFT SAVINGS PLAN REQUEST FOR TSP MATERIALS FOR SEPARATED PARTICIPANT

TSP-72

As a participant who has separated from Federal service, you may use this form to request Thrift Savings Plan (TSP) materials. You may also provide a change of address for your TSP account. Keep the TSP Service Office informed of any changes in your address so that you continue to receive important information about your account. **Note:** Submitting this form will **not** change the address for your uniformed services TSP account, if you have one; you must make that change separately using Form TSP-U-72.

Additional information about the TSP, including forms and publications, is available from the TSP Web site at www.tsp.gov.

Type or print all information. Make a copy of the completed form for your records and mail the original to: **TSP Service Office, National Finance Center, P.O. Box 61500, New Orleans, LA 70161-1500.**

Note: If the participant is deceased, do not complete this form. Please contact the TSP Service Office at (504) 255-8777 (TDD: (504) 255-5113) about payment of benefits from the deceased participant's account.

I. INFORMATION ABOUT YOU

☐ My address has changed.

1. Your Name _____
Last First Middle

2. Social Security No. _____ - _____ - _____ 3. Date of Birth _____ / _____ / _____
mm dd yyyy

4. Daytime Phone (Area Code and Number) (_____) _____ - _____

5. Address _____
Street address or box number

6. City _____ 7. _____ 8. _____
State/Country Zip Code

II. TSP MATERIALS YOU WISH TO RECEIVE

To withdraw your account:

- ☐ Form TSP-70, Request for Full Withdrawal
- ☐ Form TSP-77, Request for Partial Withdrawal When Separated
- ☐ Form TSP-16, Exception to Spousal Requirements
- ☐ *Withdrawing Your TSP Account After Leaving Federal Service*
- ☐ *TSP Annuities*
- ☐ Important Tax Information About Payments From Your TSP Account
- ☐ Important Tax Information About Your TSP Withdrawal and Required Minimum Distributions
- ☐ IRS Form W-4P, Withholding Certificate for Pension or Annuity Payments (to be used for payments made directly to you)

For other actions or information:

- ☐ Form TSP-3, Designation of Beneficiary
- ☐ Form TSP-9, Change of Address for Separated Participant
- ☐ Form TSP-15, Change in Name for Separated Participant
- ☐ Form TSP-17, Information Relating to Deceased Participant
- ☐ Form TSP-50, Investment Allocation
- ☐ Form TSP-60, Request for a Transfer Into the TSP
- ☐ Form TSP-65, Request to Combine Uniformed Services and Civilian TSP Accounts
- ☐ *Summary of the Thrift Savings Plan for Federal Employees*
- ☐ *Guide to TSP Investments*
- ☐ *Information About Court Orders*
- ☐ Fact Sheet: Using the TSP Web Site and the ThriftLine
- ☐ Important Tax Information About Thrift Savings Plan Death Benefit Payments

PRIVACY ACT NOTICE. We are authorized to request this information under 5 U.S.C. chapter 84. Executive Order 9397 authorizes us to ask for your Social Security number, which will be used to identify your account. We will use the information you provide to process your request for TSP materials or to change the address for your TSP account. This information may be shared with other Federal agencies for statistical, auditing, or archiving purposes. In addition, we may share this information with law enforcement agencies investigating a violation of civil or

criminal law, or agencies implementing a statute, rule, or order. It may be shared with congressional offices, private sector audit firms, spouses, former spouses, and beneficiaries, and their attorneys. We may also disclose relevant portions of the information to appropriate parties engaged in litigation. You are not required by law to provide this information, but if you do not provide it, we will not be able to change the address for your TSP account.